

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING

February 12, 2025

The February 12, 2025 regular meeting of the Kingsville Township Trustees was called to order by Chairman Mike Cliff, followed by the Pledge of Allegiance. Karl made a motion to waive the reading of the January 14, 2025 special meeting minutes and the January 22, 2025 meeting minutes and approve as presented. The motion was seconded by Jim. Motion carried.

FINANCIALS: Mike D. reported that all bills are paid and current. December 2024 bank statement revealed US Bank intercepted a fraud attempt on the checking account. Will be reporting fraud attempt to the Auditor of the State. Jim made a motion to pay the bills. Motion seconded by Karl. Motion carried.

CORRESPONDENCE: 1) Received three (3) bids for fire station renovation. Open Fire Station Renovation Bids.
Bid of \$997,000.00 received from Lakeland Construction Group.
Bid of \$1,296,000.00 received from Massaro.
Bid of \$965,655.00 received from Vencill Homes Inc.
Mike made a motion to reject all bids due to all bids being over the 20% threshold of the Ashtabula County Engineer's estimate of \$752,000.00. Motion seconded by Jim. Motion passed.
2) Highway mileage is ready to be signed at the Ashtabula County Engineer's Office. Two (2) trustee's signatures are needed by February 20, 2025. 3) Kingsville Public Library requesting reservation of park from May 14, 2025 thru May 21, 2025.

PUBLIC COMMENTS/CONCERNS: 1) Carrie Page from 5588 S. Wright St. asked each trustee to list their priorities in order for the fire department. Mike Cliff responded with staffing, vehicles, and facilities. Karl Brunell responded with staffing, equipment, and facilities. Jim Branch responded with staffing, equipment, and facilities. 2) Neal Stewart from Sheldon Ave. asked if the trustees plan to look at alternative floor plans for the fire station due to the current plans bids coming in over budget. Mike acknowledged the need to look at some different options. 3) Richard Ring from 3233 S Ridge Rd. asked about using Amish labor to reduce the cost of the project. Mike advised that any fire department renovation project will need to meet current bidding and prevailing wage requirements. 4) Ryan Nelson from 3489 S. Ridge asked about the threshold to bid. Mike advised anything over \$75,000 needs to be put out to bid. 5) Denny Page from 5588 S. Wright St. spoke on the needs of the fire department with reference to squad replacement, staffing, filling the schedule as well as renovating/repairing the fire station in a fiscally responsible manner. 6) Neal Stewart, Todd Brickell, and Denny Page asked the trustees to address the basic needs of the fire department. Mike advised maintaining staffing levels as best as possible and the possibility of contracting for service with Sheffield Township which would give Kingsville access to additional equipment which would help Kingsville provide a more reliable squad and help with funding more of the departments needs. 7) Dave Horton questioned the increase in his property taxes for streetlighting at his business. Jim Branch discussed how the street lighting is assessed as well as the need to increase the assessment as the street lighting assessment fund has been underfunded for many years. 8) Mark Falke from S. Wright St. asked the trustees to keep the fire department at the road garage. Mike acknowledged Mr. Falke's comments and agreed that the fire department being at the road garage is working for now but the goal is to get the fire department back to the fire station. 9) Sharon Huey from Priest St. spoke in favor of forming a citizen's committee for the fire station remodel/renovation. 10) Fred Pierce-Ruhland from KIRC presented an update on the sewer district and the next steps that are needed. First is to petition to get four (4) properties (Hewitt, Allega, Circle K North, and 84 Video) included in the sewer district. Second is to remove two (2) laterals from the system (A&A Road Rescue and the house to the south of A&A Road Rescue) Third is the TIF is needed. Fourth is

hoping to put out to bid by mid year. 11) Fred Pierce-Ruhland expressed his thoughts on replacing the park gazebo with regards to the design as well as adding permanent speakers in the park.

DEPARTMENT REPORTS: **Road Dept:** Report received. **Fire Dept:** Report received. Total runs to date: 131, EMS runs 100, Mutual Aid runs 33. **Zoning:** Report received. **KIRC:** Fred Pierce-Ruhland provided update on sewer project. Jim made a motion to attach department reports as addendums. Motion seconded by Karl. Motion passed.

OLD BUSINESS: 1) Seasonal Help for Road/Cemetery departments. Jim will post on the digital sign, the website, and Facebook post. 2) OPWC Mill St. project. Jim advised the invoice is paid and Kingsville should be receiving reimbursement. 3) Website. Jim will be getting the website updated.

NEW BUSINESS: 1) Mike made a motion of \$3,865.00 to repair storm damage to the road garage. Motion seconded by Karl. Motion passed. 2) Mike made a motion to approve annual dispatch contract with the Ashtabula County Sheriffs Dept. for a cost of \$12,346.82 to be paid in two (2) installments of \$6,173.41. Motion seconded by Jim. Motion passed. 3) Jim made a motion to pay Stryker \$1,080.00 for ambulance cot repair. Motion seconded by Mike. Motion passed. 4) Karl made a motion to accept new AFLAC agent. Motion seconded by Jim. Motion passed. 5) Mike made a motion to advertise for stone bids. Motion seconded by Jim. Motion passed. 6) Jim made a motion to accept the bids received on GovDeals for the two (2) Kubota mowers. Motion seconded by Mike. Motion passed. 7) Jim made a motion to purchase new Kubota tractor/mower for \$11,630.92. Motion seconded by Mike. Motion passed. 8) Jim made a motion to hire Lynn Randolph for tree work in the cemetery not to exceed \$2,300.00. Motion seconded by Karl. Motion passed. 9) Jim made a motion to advertise Dibble Rd. Paving Project. Motion seconded by Karl. Ad will run in the Star Beacon on February 19, 2025 and February 26, 2025 with opening of bids at 6:00 pm at the March 26, 2025 trustees meeting. Motion passed. 10) Jim provided an update from Otarma on revised rates of insurance. Otarma will be sending an updated price quote. 11) New door keypad installed on fiscal office. Jim will draft a policy for keypad usage. 12) Jim applied for and received a free Amazon membership for Kingsville Township which was available to townships through Ohio Township's Association. 13) Jim advised the gazebo committee is incorporated and has been granted an EIN number. 14) Mike made a motion to promote Lieutenant Kyle Hammond to Assistant Chief of the fire department with a rate of pay at \$25.00 per hour. Motion seconded by Jim. Motion passed. 15) Mike made a motion to promote Fire Fighter Kevin Emery to Lieutenant with a pay increase of \$0.25 per hour. Motion seconded by Jim. Motion passed. Mike Cliff gave oath of office to Kyle Hammond. Kyle Hammond was sworn in as Assistant Chief of the fire department. 16) Karl made a motion to hire Franklin Rosier as FF/Advanced EMT for the fire department. Motion seconded by Jim. Motion passed.

PUBLIC COMMENTS/CONCERNS: None

Mike made a motion to adjourn the February 12, 2025 regular meeting of the Kingsville Township Trustees. Motion seconded by Jim. All in favor. Motion passed.

Michael Cliff, Chairman

Michael DeFazio, Fiscal Officer



Kingsville Township Fire Department Meeting Report

02/12/2025

Departmental Updates:

- Runs to date (02/12/2025): +61 = 131
EMS - +53=100
 - Mutual Aid Provided-
 - Conneaut- +5= 9
 - North Kingsville-+8 =16
 - Monroe - +1=5
 - Sheffield - +1=2
 - Plymouth - =1
 - Pierpont - =0
 - Ashtabula Township - =0
 - Ashtabula city - =0
 - Total Mutual aid provided:= +15 =33
- Fire Station-
 - Discussion on renovations.
- Fire Inspections-
 - Inspected Circle K South. Passed.
 - Windstream building
 - Attended inspection of County Home with SFM inspector.
- Employee Matters-
 - See action item.
- Schedule (Current)
 -



- February schedule completed, 2 eight hour shifts open and one 16 hour shift open.
- Recall / All Call - unremarkable
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 7 total calls : x6 handled by mutual aid
 - Provided M/A : 0
 - Needed M/A(only one responder from KFD or HBOA) : 2
 - 2nd out calls: 1
 - 2nd out calls HBOA:1
- Budget - 2025
 - Total EMS revenue: see attached(2025 EMS revenue)
 - Payment summary
- Computer Aided Dispatch / MARCS
 - Unremarkable.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - First Due - continuing to move forward with implementation.
- Turnout Gear / Gear / apparel
 - First two sets of helmets, boots and hoods have arrived.
- Squad 619(Reserve)
 - Moved to reserve due to hydraulic issues with the liquid suspension.
 - Maint scheduled for 02/12
- Engine 621
 - Unremarkable.



- Engine 611
 - Unremarkable.
- Squad 609(First out)
 - Power load was serviced the next day by Stryker due to malfunction on a scene.
- Brush Truck 604
 - Unremarkable.

- EMS supplies -
 - Unremarkable.
- Medical oxygen -
 - Unremarkable.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - UH EMS training - One Dose app which is the new app UH is using for their protocol and medications.
- ★ Departmental update-
 - First Due
 - Community Connect meeting completed
 - All fire reports are live along with CAD.
 - Teams are getting familiar with the First Due schedule and incident reports.
 - \$1080 to Stryker for service on the power load in 609.
 - Ohio EMS P1 grant is live - I will be putting in for new monitor batteries, video laryngoscope and other miscellaneous items we are in need of.
 - Plymouth FD donated us LP15 monitor batteries(they got new batteries delivered).
 - County EMS meeting 02/24 - Kyle and Kevin will attend.
 - BWC paperwork completed for C.Lee
 - March availability sent out.
 - SFM grant submitted for gear.
 - Set up J.Rokosky at State Rd occ health for physical.



- Coordinated selling the Road Department tractors on GovDeals.

ACTION NEEDED-

- **Motion to approve ACSO Dispatch invoice for \$12346.82 // two installments of \$ 6173.41**
- **Motion to approve the invoice to Stryker for emergency repair of \$1080.00**
- **Kevin Emery to the rank of Lieutenant**
- **Motion to approve the hiring of Frank Rosier, Fire2 AEMT**

report ending 2/8/25 Inbox

◆ Summarize this
email



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Mike, Karl, me, Fiscal

Mon, 1

Good afternoon,

For the last 3 weeks, Jim had 14.75 hrs of OT and I had 15 hrs of OT, plowing snow. My comp balance is 120.64 hrs. We had a holiday.

My family and I have purchased our tickets to Slovenia. I'll be off work 4/17- 5/3. I plan to use 16 hrs of sick time for 4/17-18, and 80 hrs of vacation for the rest of the time. I'll coordinate international plan to the phone.

I completed pesticide recertification. I did some research in the Lulu records for a lady.

Our AFLAC agent, Deb Soyland, has passed away. We have been assigned a new agent. We are having customer service issues with this agent. I've contacted a local agent, Marl, have a letter prepared to allow us to transfer agents. I ask that you please sign it.

I've provided you with a job description for the summer seasonal employee. If that is acceptable, we need to decide how to post it (website, sign, newspaper, indeed, ???). I did contact them but they didn't have anyone that would fit our needs.

I asked for a quote to remove the tree in the cemetery from Brobst and Lynn Randolph. Randolph provided the better price at \$2300.

The 2 old Kubota tractors are sold. They should be picked up this week. We got \$2900 each. The new tractor is ordered. The PO needs to be signed, please.

We plowed snow on the 20th-24th, 27th-29th, 1st, 3d-4th, and 6-7th. We used about 20 tons of salt and 10 tons of mix. There were several days that we just plowed drifts. We received salt.

I replaced a sign post that got run over on Creamer. I also gave a new mailbox to a resident on Creamer. He will install it himself.

We have the bid pack for Dibble Rd paving. If you'd like to approve that, we can post it right away for an opening date of March 12. Project completion date listed in the bid is 7/31/2025. The project was approved for \$260,000. 50% will come directly from us. 19% will be a loan from OPWC (up to \$50,000), and the other 31% is the grant money (up to \$80,000). An change in the law now allows contractors to bid up to 20% over the Engineer's updated estimate of \$282,172. Our total cost COULD be up to \$258,606 (\$208,606 up front and a \$50,000 loan).



Dibble paving 2025.pdf

I have provided the 2025 stone bid for publication. This can wait until the next meeting, if needed. There is no change from last year. At this time, I don't expect our usage to be much different. We will add base to Kingsbury East. We did already get pricing from one vendor who did not wish to be part of the bid process.

#16, F550, backhoe, and the loader were all washed. #16 and F550 received a full service. The loader was greased. I ordered and replaced one of the plow shoe assemblies on the issue with the right-hand wing on the Western plow, it does not want to retract. We haven't determined the exact problem yet.

I made several more calls about repairs to the building. I had one additional contractor come to look. He never got back to me with a price, and I even called last week to ask for it. I will award the job to Dave Shetler, Lenox Quality Builders, for \$3865.

We peeled the ice off the parking lot following the freezing rain. The new lock for the Clerk's office was ordered and delivered.

I had several inquiries about the Fire Department bid.

Thank you!

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Chris Bradek
Kingsville Township Superintendent
Road, Park, and Cemetery Depts.
440-224-2377

Kingsville Township Zoning Department

**Zoning Report
January 21, 2025 - February 10, 2025**

Permits Issued: None

Warnings / Violations/Inquiries: None

Variance / Conditional Use:

Received a variance application from David Horton for a residential addition at 2974 West Main St. with insufficient setback from road right of way.